

Bridgman Public Library
Board Minutes
March 26, 2019, 9:00 a.m.

Call to Order: 9:00 a.m.

Present: Board Members: Hill, Kuypers, Wilk, Huff, Bogue, Crocker, Janoskey, and Noll

Staff: Evans, Hazelgrove

Agenda Revisions: None

Guests: Judith Ray, Friends of the Library

Public Comment: None

Friends of the Library: Ray reported on the success of the Book Sale held Saturday, March 23. Board members were invited to the Annual Volunteer Luncheon being held on April 10. This is the first year the Carole Johnson Volunteer of the Year Award will be presented at the luncheon.

Committee Reports:

- A. **Facilities:** Kuypers reported on the carpet bid. Other bids that were recommended for board approval were option one (1) of the Jeff Roberts Painting bid, the wall construction bid from Hugget-Betten, and the lawn care bid from Seeder & Company.

Director Report: Evans reported on a program that will allow Reed Middle School students to use their school ID as a library card. The program will be effective district-wide by fall.

Approval of Minutes: A motion to approve minutes as submitted was made by Huff and seconded by Kuypers. Motion carried.

Treasurer's Report: Huff reported on the Profit and Loss statement noting the month ended with a positive amount. Reporting on Cash and Investments, he recommends reinvesting the CD maturing on 4/23 into another six month CD. Rate quotes will be presented at the April meeting.

Discussion Items:

- A. **Strategic Plan Update:** Evans reported the library is on track and cited activities such as the Pop-Up Library, student library card, Instagram, the remodel project, and the Community Breakfast. The breakfast went well and was attended by representatives of a variety of organizations.
- B. **Remodel Project:** Evans reported that the first phase of the contract with KBA is complete. We are now in the second phase, selecting colors and furnishings. Evans recommended contracting with KBA to continue on an as needed basis for help with logistics. A motion was made by Huff to engage additional consultation as needed, not to exceed \$4000 and seconded by Noll. Motion carried.
- C. **Maturing CD:** Discussed above under Treasurer's Report.

Action Items:

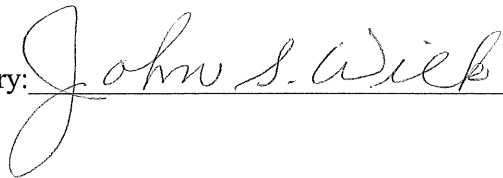
- A. Approved bills:** Huff made a motion to approve payment of \$29,870.28. Seconded by Crocker. Motion carried.
- B. Approve painting bid:** Motion to approve Option I of the Jeff Roberts Painting bid was made by Huff and seconded by Bogue. Motioned carried.
- C. Approve wall building bid:** Motion to approve the bid from Huggett-Betten to build an interior wall in the C. Richardson Room was made by Bogue and seconded by Huff. Motion carried.
- D. Approve lawn care bid:** Motion to approve the lawn care bid from Seeder & Company was made by Janoskey and seconded by Noll. Motion carried.

Communication and Correspondence: A letter was received from the Our Lady Mary Queen of Peace Catholic Church thanking the library for the donation to the food bank. The Bridgman Foundation invited the library board members to participate in a golf outing/fundraiser on May 13.

Meeting Adjourned: Hill adjourned meeting at 9:38. Next meeting is on April 23, 2019, at 9:00 AM.

Submitted by
Carol Hazelgrove

Approved by the Secretary:



Date:

4/23/19